



City of Salisbury  
Development Services  
132 North Main Street  
Salisbury, NC 28144  
Ph. 704-638-5208  
Em. 1stop@salisburync.gov

# LOCAL HISTORIC LANDMARK PRE-APPLICATION

SHADED AREAS FOR STAFF USE ONLY

## PROPERTY INFORMATION

Address: \_\_\_\_\_ Rowan County Parcel ID: \_\_\_\_\_

Historic Name of Property: \_\_\_\_\_

Date of Original Construction: \_\_\_\_\_ Date of Alterations: \_\_\_\_\_

☐ National Register District: \_\_\_\_\_ Date Listed: \_\_\_\_\_

☐ Local Historic District: \_\_\_\_\_ Date Listed: \_\_\_\_\_

☐ Individual Listing on the National Register: \_\_\_\_\_ Date Listed: \_\_\_\_\_

## PROPERTY OWNER INFORMATION

Property Owner: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

## AGENT INFORMATION

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

## SIGNATURE

☐ *The requested additional information is provided and is true to the best of my knowledge. I have read the information packet regarding the process for local landmark designation. I understand that the submittal of this pre-application does not guarantee the approval as a local historic landmark.*

☐ *I understand that, if approved, this property becomes bound by the Historic District Design Standards for all future changes.*

☐ *I am aware that Historic Preservation Commission staff may photograph and inspect the site at reasonable times solely in performance of their duties.*

Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Agent: \_\_\_\_\_ Date: \_\_\_\_\_

FILING DATE:

CASE NUMBER:

☐

PROPERTY DESIGNATION

☐

CULTURAL DESIGNATION



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## PRE-APPLICATION NARRATIVE

This application initiates preliminary consideration of a property for local historic landmark status. Submittal of this application does not mean that a property is being designated as a local historic landmark at this time, nor does this application constitute a local historic landmark designation form. This application will be reviewed by the Salisbury Historic Preservation Commission to determine if this property meets the special significance and integrity criteria as outlined in the information materials. Please carefully consider the attached information which is the minimum required to determine whether a property could be evaluated as a local historic landmark. If the pre-application is approved, a formal application for local historic landmark designation may be prepared. Please type or print legibly in black ink. All submitted materials become the property of the Salisbury Historic Preservation Commission and cannot be returned. **Initials of owner(s):** \_\_\_\_\_ **Initials of agent:** \_\_\_\_\_

### 1. Site or property proposed for designation

Historic Name: \_\_\_\_\_

Other Names: \_\_\_\_\_

### 2. Location

Physical Address: \_\_\_\_\_ Approximate Acreage of Property: \_\_\_\_\_

### 3. General Information of Property Proposed for Designation

Date of Construction: \_\_\_\_\_ Date of Alterations: \_\_\_\_\_

Are there outbuildings to be included in the designation: \_\_\_\_\_

Have any of the structure on the property been moved? \_\_\_\_\_ If yes, please give dates, reason, and details of the move. \_\_\_\_\_

Architect/Builder/Mason (if known): \_\_\_\_\_

Original Use of the Property: \_\_\_\_\_ Present Use: \_\_\_\_\_

### 4. General Architectural Description

On an attached sheet, briefly describe architectural features, additions, remodeling, and any alterations not apparent in photographs. Also describe the setting of the building and the property (ie: rural, downtown, neighborhood, landscape features, outbuildings, etc.).

*Tip: Bear in mind that the HPC will be reviewing applications to determine if the property retains its integrity. Highlighting this information here will be helpful for the Commission to review the application.*



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### 5. History

On an attached sheet, briefly note any significant events, personages and/or families associated with the property. Detailed family genealogies are not necessary. Please list any additional sources of information. Only material contained on the form will be used for evaluation.

*Tip: Bear in mind that the HPC will be reviewing applications to determine if the property retains its special significance. Highlighting this information here will be helpful for the Commission to review the application.*

### 6. Reason for Request

On an attached sheet, describe the property owner or applicant's reasoning for seeking designation as a local historic landmark.

### 7. Photographs

Photographs must be included for the Commission to consider an application. Photographs should be labelled (name of structure/object, address, owner). Slides and photographs should show all elevations of the structure(s) and significant architectural features or details.

### 8. Map

Please include a map showing the location of the property and all buildings, including outbuildings, included in the request. Please label the map and include addresses.